

# **COMMITTEE ON ACCREDITATION MINUTES**

**October 10, 2008**

**California Commission on Teacher Credentialing  
Sacramento, California**

## **Committee Members Present**

Joyce Abrams  
Lynne Cook  
Ellen Curtis-Pierce  
Dana Griggs  
Joseph Jimenez  
Gary Kinsey  
Carol Leighty  
Karen O'Connor  
Ruth Sandlin  
Sue Teele  
Nancy Watkins  
Reyes Quezada

**Committee Members Absent**  
none

## **Staff Members Present**

Larry Birch, Director  
Teri Clark, Administrator  
Cheryl Hickey, Consultant  
Rebecca Parker, Consultant  
Teri Ackerman, Analyst/Recorder

## **Others Present**

Terry Janicki  
Gay Roby  
Judy Roberts  
Marcia Buckley-Boyle  
Edna Shoemaker

## **CALL TO ORDER**

The October meeting of the Committee on Accreditation was called to order by Dana Griggs, Co-Chair, at 8:37 p.m. on Friday, October 10, 2008.

## **ELECTION OF CO-CHAIRS FOR 2008-09**

Ruth Sandlin, representing postsecondary education, Nancy Watkins, and Carol Leighty, both representing K-12, were nominated for the positions of Co-Chairs at the August COA meeting. Carol Leighty asked the COA to withdraw her nomination in favor of Nancy Watkins. As there were no other nominees and as the nomination was made at the August meeting, and already on the table, the COA unanimously voted to accept Ruth Sandlin and Nancy Watkins as co-chairs of the COA for the 2008-09 year.

Lynne Cook and Dana Griggs received the thanks of the COA for serving as Co-Chairs for the past four years.

### **APPROVAL OF THE AGENDA**

Co-Chair, Ruth Sandlin reviewed the agenda for the October, 2008 meeting. It was moved, seconded (Teele/Kinsey) and carried to approve the agenda as written.

### **APPROVAL OF THE MINUTES**

The minutes of the August, 2008 meeting of the Committee on Accreditation were reviewed. It was moved, seconded (Teele/O'Connor) and carried to approve the minutes as corrected.

### **CO-CHAIR AND MEMBER REPORTS**

Co-Chair, Ruth Sandlin announced that after 21 years as a "campus nomad" she has now moved into the CSU, San Bernardino College of Education which is a state of the art, one hundred thirty thousand square foot facility. Photos of the building can be seen on the CSU, San Bernardino website.

Nancy Watkins successfully defended her doctoral dissertation on August 29. She publicly thanked Dana Griggs and Lynne Cook for their leadership, friendship and professionalism.

Carol Leighty stated that watching Lynne Cook and Dana Griggs facilitate the meetings has been amazing. She also announced that Gary Kinsey has been named ACSA Educator of the Year. She added the school year in Temecula Valley has started well, with all of her teachers hired back and test scores showing improvement.

Karen O'Connor announced that she is a grandma again and will be a grandma once more in December.

Sue Teele let the COA know that on October 24 she will be receiving a Career Achievement Award from the University of Redlands. Sue added that she is looking forward to having her entire family attend the ceremony.

Dana Griggs thanked the COA for the opportunity to serve as Co-Chair. She also thanked the staff and gave special thanks to Administrator, Teri Clark.

Gary Kinsey announced that he is the proud father of a new kindergarten teacher.

Lynne Cook gave her thanks to the COA for their encouragement and also gave thanks to staff and to Teri Clark for their help.

Reyes Quezada added that Cal Council will be held October 16-18 in San Diego at the Kona Kai. Common Standards and TCSP will be covered.

## **STAFF REPORT**

Administrator, Teri Clark presented a list of items pertaining to the staff report. A short presentation of Clear Credential Program Standards options was given by consultant, Terry Janicki, with BTSA representatives Gay Roby, Judy Roberts and Marcia Buckley-Boyle. Discussion between the COA and presenters followed the presentation. The COA is split over this topic as is the fired. Administrator Clark reported on the Value Added Methodology conference which was held October 6 and also gave a brief review of the October Commission meeting. New Commission Consultant Lisa Winstead was introduced.

Other staff items covered: Current Standards work, verification of the 2008-09 site visit team leaders, Technical Assistance meetings (both completed and upcoming) and the stakeholder feedback online surveys.

Administrator Clark mentioned that there is currently not a Commission Liaison at the COA meetings as Leslie Peterson-Schwarze is no longer a member of the Commission.

## **PROGRAM APPROVAL RECOMMENDATIONS**

This item was presented by Administrator, Teri Clark.

### **Program of Professional Preparation for the Agriculture Specialist Credential**

It was moved, seconded (Teele/Griggs) and carried to grant initial accreditation to the following program of professional preparation:

California State University, Chico

Agriculture Specialist Instruction Credential Program

### **Program of Professional Preparation for the Administrative Services Credential**

It was moved and seconded (Leighty/O'Connor) and carried to grant initial accreditation to the following program of professional preparation:

Boston Reed

Guidelines Based Alternative Professional Clear Administrative Services Credential Program

The motion was withdrawn (Leighty/O'Connor) as discussion centered around the need for additional program review.

It was then moved, seconded (Leighty/Teele) and carried to table the approval of the Boston Reed Guidelines Based Alternative Professional Clear Administrative Services Credential Program until the January meeting of the COA, and that a subcommittee be appointed by the co-chairs to review additional documentation prior to that meeting.

### **Program(s) of California Teachers of English Learners**

It was moved, seconded (O'Connor/Curtis-Pierce) and carried (Griggs recused) to grant initial accreditation to the following program of professional preparation:

University of LaVerne  
CTEL Program

It was moved, seconded (Kinsey/Quezada) and carried to grant initial accreditation to the following program of professional preparation:

Loyola Marymount University  
CTEL Program

### **Withdrawal of Professional Preparation Program**

It was moved, seconded (Griggs/Cook) and carried to approve the withdrawal of the following program of professional preparation as corrected:

University of California, Berkeley  
CalPIP (Education Specialist Mild/Moderate) Program

### **WORK PLAN FOR 2008-09**

Consultant, Cheryl Hickey presented this item for action.

It was moved, seconded (Quezada/O'Connor) and carried adopt the work plan for 2008-09 as presented, provided requested changes are inserted into the Annual Report to the Commission.

### **ADOPTION OF THE THIRTEENTH ANNUAL REPORT TO THE COMMISSION**

Administrator, Teri Clark presented the Annual Report which is to be presented to the Commission by outgoing chair Lynne Cook and one K-12 representative at the November Commission meeting. Changes were made to the report based on suggestions received at the August COA meeting.

It was moved, seconded (Jimenez/Quezada) and carried to adopt the Thirteenth Annual Report to the Commission.

### **COMMON STANDARDS EDITS AND PROPOSED GLOSSARY**

Consultant, Rebecca Parker gave an update identifying the proposed changes to the language of the Common Standards and to the proposed Common Standards Glossary that were developed during the August COA meeting, as well as additional proposed changes submitted by various stakeholders. The proposed edits to the Common Standards and the proposed glossary were reviewed by the COA

It was moved, seconded (Cook/Teele) and carried to adopt Common Standards and proposed glossary with the proposed edits. The Common Standards will be presented at the November Commission meeting.

### **GUIDELINES FOR ACCREDITATION RECOMMENDATIONS**

Consultant, Cheryl Hickey presented this item reflecting changes suggested by the COA at its August meeting. It was moved, seconded (Griggs/Jimenez) and carried to adopt the Guidelines for Accreditation Recommendations with edits. The guidelines information will be incorporated,

as appropriate, into the Accreditation Handbook for use beginning with the Spring 2009 accreditation site visits.

### **ACCREDITATION HANDBOOK**

This item was presented by Consultant, Rebecca Parker. Proposed edits were reviewed by the COA. After review and discussion, It was moved, seconded (Griggs/Curtis Pierce) and carried that staff post the handbook as a draft with the intention of bringing it back with suggested corrections to the COA in January.

### **SEVENTH YEAR FOLLOW-UP AND REPORTING PROCEDURES**

Consultant, Cheryl Hickey presented this item which provided proposed policy and procedural language related to the 7<sup>th</sup> Year Follow-up and reporting requirements to be included in the Accreditation Handbook. It was moved/seconded (O'Connor/Abrams) and carried to adopt the proposed language.

### **UPDATE ON PROGRAM ASSESSMENT**

Administrator, Teri Clark presented this information item in the absence of Consultant, Jo Birdsell. An update on Program Assessment reading for the Yellow Cohort and information and information on when documents will be received by the Orange Cohort was shared with the COA. Reports from the Yellow Cohort programs will be presented at the January COA meeting. The COA was also asked to provide their suggestions at the January meeting regarding if additional accreditation team members should be placed on the site visits for the 2009-10 year.

### **COMMON STANDARDS RUBRIC**

Administrator, Teri Clark presented this information item which provided the COA with the draft of a two level descriptor and explanation of the Commission's Common Standards for the COA's review and discussion. Reorganized descriptors and additional descriptors and explanations were presented for consideration as an additional tool to be used by institutions. Staff will prepare rubrics and descriptors of the same type for the other six standards.

### **PROCESS TO INCLUDE INDUCTION IN THE ACCREDITATION SYSTEM**

Administrator, Teri Clark gave a summary of the conversation from the August COA meeting on how to transition the BTSA Induction Program into the Commission's Accreditation System and presented additional information on the Induction Annual Improvement Plan (AIP) that BTSA Induction Programs submit to the Cluster Region Directors (CRDs), the California Department of Education and the Commission. This item included a presentation by Consultant Terry Janicki and BTSA representatives Gay Roby, Judy Roberts and Marcia Buckley-Boyle. Administrator Clark and staff gathered information from the COA discussion and will continue to move forward on this item.

### **EVALUATION OF THE ACCREDITATION SYSTEM**

This information item was presented by Teri Clark in the absence of Consultant, Jo Birdsell. The report provided more detail on work toward a comprehensive evaluation of the accreditation

system. Member discussion and comments will be used in the development of further work on the evaluation system.

**ADJOURNMENT**

The meeting was adjourned by Co-Chair, Nancy Watkins at 3:00 on October 10, 2008.